

**Draft -- 9/4/15**

# **STRATEGIC PLAN**

## **The Collaborative to Support Initially Licensed Professionals**

**Ralph Evans, Director**

**Plan Years: 2015-2018**

**Current School Year: 2015-2016**



P.O. Box 68  
Hollister, North Carolina 27844  
Phone: (252) 578-5003  
Fax: (252) 257-0345  
[ralph@necollaborative.org](mailto:ralph@necollaborative.org)  
[www.necollaborative.org](http://www.necollaborative.org)

---

## **REPRESENTATIVES /VOTING RESULTS**

**The Collaborative to Support Initially  
Licensed Professionals  
2015-2018**

---

**Sandra Hardy & Lisa Parker, Bertie  
Marianne Russell, Camden  
Michelle Maddox & Tanya Turner, Edenton-Chowan  
Kelly Jones, Edgecombe  
Jennifer Hill & Tammy Boone, Gates  
Sharon Arrington & Linda Bulluck, Halifax  
Betty Pugh & Kristen Watford, Hertford  
Dr. Mark Rumley & Dr. Shirley Smith, Northampton  
Brenda Dail, Perquimans  
Shelia Cumiskey, Tyrrell  
Vivian Bullock, Vance  
Jacqueline Hargrove & Jamar Perry, Warren  
Cedric Gerald & Dr. Melanie Stanley, Washington  
Tracy Gary & LaTonia Vincent, Weldon  
Erika Newkirk & Sonya Rinehart, DPI  
Dr. Ella Benson & Dr. Brenda Tinkham, Chowan University  
Catrina Davis, East Carolina University  
Dr. Shelia Williams, Elizabeth City State University**

---

## **Voting Results**

**% of the representatives voted to approve this strategic plan.**

---

# **VISION/MISSION/BELIEFS**

**The Collaborative to Support Initially  
Licensed Professionals  
2015-2018**

---

This section of the district improvement plan is devoted to a brief description of the district's process for defining its vision, mission, and beliefs. The remainder of the plan is driven by the basic philosophies expressed herein.

## **Organization's Process for Defining Vision, Mission, and Beliefs**

---

The Director created a relational database to facilitate the creation and maintenance of a comprehensive strategic plan for the Collaborative to Support Initially Licensed Professionals. The basic criteria upon which the Collaborative was founded served as the driving force for the initial creation of the plan; however, the plan has been modified periodically to meet our changing needs.

A statement will be drafted for review by the Executive Council for the organization's Vision, Mission and Beliefs. The Executive Council will reach consensus on appropriate statements to adopt as guides to the organization's operation.

The plan was last revised at the beginning of the 2015-16 school year.

Date of Staff Consensus: 9/4/2015

## **Vision**

---

The Collaborative to Support Initially Licensed Professionals strives to improve the learning experiences of our students by providing focused, consistent, ongoing support for new teachers. It is our intent to "Leave No New Teacher Behind."

## **Mission**

---

The Collaborative is dedicated to identifying and addressing the needs of newly licensed professionals.

---

## **VISION/MISSION/BELIEFS**

**The Collaborative to Support Initially  
Licensed Professionals  
2015-2018**

---

### **Beliefs**

---

.We believe that jointly we have the opportunity and responsibility to promote the critical attributes and essential components of programs that must be in place to provide quality support to:

- New Teachers
- Lateral Entry Teachers
- Support Coaches
- Mentors
- Administrators
- Collaborative Representatives

---

# GOALS

## The Collaborative to Support Initially Licensed Professionals 2015-2018

---

| GOAL | DESCRIPTION                                                                                                                            |
|------|----------------------------------------------------------------------------------------------------------------------------------------|
| 01   | The Collaborative will offer beginning teachers continuing support and professional development.                                       |
| 02   | The Collaborative will facilitate the planning of effective induction programs for beginning teachers.                                 |
| 03   | The Collaborative will facilitate the development of support skills of veteran teachers and administrators who work with new teachers. |
| 04   | The Collaborative will enhance communications among our stakeholders.                                                                  |
| 05   | The Collaborative will monitor and evaluate its effectiveness.                                                                         |

---

# OBJECTIVES

## The Collaborative to Support Initially Licensed Professionals 2015-2018

---

| OBJECTIVE | DESCRIPTION                                                                                                                                                                         |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 01.01     | By the end of the 2015-2018 school year, the Collaborative will have provided at least ten support and/or professional development opportunities for beginning teachers.            |
| 02.01     | By the end of the 2015-2018 school year, procedures will be established to guide the Collaborative in providing support for effective induction programs. [Major Project 20??-20??] |
| 03.01     | By the end of the 2015-2018 school year, tools will be developed to assist administrators and veteran teachers to enhance support for beginning teachers. [Major Project 20??-20??] |
| 04.01     | By the end of the 2015-2018 school year, tools will be monitored for continuous enhancement for effective communication among Collaborative stakeholders.                           |
| 05.01     | By the end of the 2015-2018 school year, the Collaborative will have maintained a monitoring an evaluative system for activities conducted.                                         |

## ACTION PLAN                      2015-2018                      The Collaborative to Support Initially Licensed Professionals

| STRATEGIES                                                                                                                                                                                    | BENCHMARK DATES | RESOURCES REQUIRED | PERSON(S) RESPONSIBLE | MEANS OF EVALUATION |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------|-----------------------|---------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                 |                    |                       |                     |

**Objective: 01.01** By the end of the 2015-2018 school year, the Collaborative will have provided at least ten support and/or professional development opportunities for beginning teachers.

|          |                                                                                                                                    |                                                      |                                                                            |                                                                                           |                                                                                                                 |
|----------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 01.01.01 | To provide an opportunity for beginning teachers to attend the annual New Teacher Fall Conference                                  | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Planning committee<br>Presenters<br>AV Equipment<br>Technology             | -Ralph Evans, Director<br>-Dr. Ella Benson<br>-Dr. Brenda Tinkham<br>-LEA Representatives | Conference attendance records,<br>Participant conference evaluations,<br>Debriefing session (next meeting)      |
| 01.01.02 | To provide an opportunity for beginning teachers to attend the annual New Teacher Spring Conference                                | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Planning committee<br>Presenters<br>Speakers<br>AV Equipment<br>Technology | -Ralph Evans, Director<br>-Spring Conference Committee<br>-LEA Representatives            | Conference attendance records,<br>Participant conference evaluations,<br>Debriefing sessions (May/June meeting) |
| 01.01.03 | To provide support coaches for an additional level of support, including monthly "Teacher Talk" sessions, for beginning teachers.. | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Support Coach Handbook<br>Trainers<br>Materials/Equipment<br>Facility      | -Ralph Evans, Director<br>-Veteran Support Coaches                                        | Attendance records,<br>Participant evaluations,<br>Debriefing session                                           |
| 01.01.04 | To provide each first year beginning teacher with a Beginning Teacher Welcome Packet (Key Flash Drive)                             | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Resource key flash drive                                                   | -Ralph Evans, Director<br>-LEA Representatives                                            | Number packets distributed,<br>Feedback from stakeholders                                                       |

## ACTION PLAN                      2015-2018                      The Collaborative to Support Initially Licensed Professionals

| STRATEGIES                                                                                                                                                                                    | BENCHMARK<br>DATES                                   | RESOURCES REQUIRED                                         | PERSON(S)<br>RESPONSIBLE | MEANS OF EVALUATION |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------|--------------------------|---------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                                                      |                                                            |                          |                     |
| 01.01.05    To develop recommendations for assisting beginning teachers with professional growth related to the new teacher evaluation process.                                               | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Teacher Evaluation Training Materials,<br>Related Research | -Ralph Evans, Director   |                     |



**ACTION PLAN****2015-2018****The Collaborative to Support Initially Licensed Professionals**

| STRATEGIES                                                                                                                                                                                    | BENCHMARK<br>DATES                                                                                                                                                                               | RESOURCES REQUIRED                                   | PERSON(S)<br>RESPONSIBLE                                                                                                                                            | MEANS OF EVALUATION                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                                                                                                                                                                                                  |                                                      |                                                                                                                                                                     |                                                    |
| <b>Objective: 02.01</b>                                                                                                                                                                       | By the end of the 2015-2018 school year, procedures will be established to guide the Collaborative in providing support for effective induction programs. [Major Project 20??-20??]              |                                                      |                                                                                                                                                                     |                                                    |
| 02.01.01                                                                                                                                                                                      | To provide participating school systems networking opportunities to plan effective induction programs for beginning teachers with relevant preparation for the first day/first year of teaching. | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Monthly meetings,<br>Regional Representatives,<br>Show and Tell Sessions,<br>Shared LEA Training<br>Materials<br><br>-Ralph Evans, Director<br>-LEA Representatives | Meeting minutes,<br>Agendas,<br>Attendance Records |

**ACTION PLAN****2015-2018****The Collaborative to Support Initially Licensed Professionals**

| STRATEGIES                                                                                                                                                                                                  | BENCHMARK DATES                                      | RESOURCES REQUIRED                                                                                                                | PERSON(S) RESPONSIBLE                                                                                          | MEANS OF EVALUATION                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes               |                                                      |                                                                                                                                   |                                                                                                                |                                          |
| <b>Objective: 03.01</b> By the end of the 2015-2018 school year, tools will be developed to assist administrators and veteran teachers to enhance support for beginning teachers. [Major Project 20??-20??] |                                                      |                                                                                                                                   |                                                                                                                |                                          |
| 03.01.01 To administer surveys to veteran teachers and administrators who work with new teachers to determine areas of support needed.                                                                      | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Professional Standards,<br>Online surveys,<br>Access to researchers who can help with survey design and assist with data analysis | -Ralph Evans, Director<br>-Administrative Support Committee<br>-Veteran Teacher Support Committee              | Survey results and findings              |
| 03.01.02 To develop recommendations for how principals can apply practices addressed in their evaluation process that supports the development of beginning teachers.                                       | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Experts who will help with the design of these modules, Data gathering tools                                                      | -Ralph Evans, Director<br>-Administrative Support Committee                                                    | Completed support skills module          |
| 03.01.03 To collaborate with other organizations with common goals, to maximize opportunities for building support skills of veteran teachers and administrators.                                           | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Connections with other organizations                                                                                              | -Ralph Evans, Director<br>-Administrative Support Committee<br>-Veteran Teacher Support Committee<br>-Partners | Documented collaborations                |
| 03.01.04 To periodically sponsor update training sessions for veteran teachers and administrators (I.e., Saturday Drive-In Workshops, Sessions at New Teacher                                               | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Facilities and resources for update sessions, Trainers, Training materials                                                        | -Ralph Evans, Director<br>-Administrative Support Committee<br>-Veteran Teacher Support Committee              | Attendance records, Training evaluations |

**06-Aug-15****Action Plan: Page 4 of 8**

## ACTION PLAN      2015-2018      The Collaborative to Support Initially Licensed Professionals

| STRATEGIES                                                                                                                                                                                    | BENCHMARK<br>DATES                                   | RESOURCES REQUIRED | PERSON(S)<br>RESPONSIBLE          | MEANS OF EVALUATION |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|-----------------------------------|---------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                                                      |                    |                                   |                     |
| 03.01.05    To facilitate the training of career teachers as mentors.                                                                                                                         | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 |                    | -Erika Newkirk<br>-Sonya Rinehart |                     |

**ACTION PLAN****2015-2018****The Collaborative to Support Initially Licensed Professionals**

| STRATEGIES                                                                                                                                                                                           | BENCHMARK DATES                                                                                           | RESOURCES REQUIRED                                   | PERSON(S) RESPONSIBLE                                                                                                                                                                       | MEANS OF EVALUATION                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes</b> |                                                                                                           |                                                      |                                                                                                                                                                                             |                                                                                                                                                                                         |
| <b>Objective: 04.01</b> By the end of the 2015-2018 school year, tools will be monitored for continuous enhancement for effective communication among Collaborative stakeholders.                    |                                                                                                           |                                                      |                                                                                                                                                                                             |                                                                                                                                                                                         |
| 04.01.01                                                                                                                                                                                             | To enhance the Collaborative web site by providing additional communication links for stakeholders.       | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Web Server,<br>Web publishing software,<br>Related links                                                                                                                                    | -Ralph Evans, Director<br>-LEA Representatives<br><br>Published Collaborative Web                                                                                                       |
| 04.01.02                                                                                                                                                                                             | To share successful practices between member LEAs.                                                        | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Materials specific to individual sharing sessions.,<br>Electronic files to be used to compile resources,<br>Support and resources for the collection/ dissemination of successful practices | -Ralph Evans, Director<br>-LEA Representatives<br><br>Presentation Agendas,<br>Feedback from participants,<br>Collection of successful practices                                        |
| 04.01.03                                                                                                                                                                                             | To publish a periodic newsletter highlighting Collaborative activities.                                   | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Collaborative Template,<br>Printing materials,<br>Postage for Mailings,<br>Web site for electronic posting                                                                                  | -Ralph Evans, Director<br><br>Published Newsletters                                                                                                                                     |
| 04.01.04                                                                                                                                                                                             | To provide orientation sessions for special groups sponsored by the Collaborative (i.e., Support Coaches) | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Agendas,<br>AV materials,<br>Handouts,<br>Support for planning and facilities                                                                                                               | -Ralph Evans, Director<br>-Veteran Support Coaches<br>-Administrative Support Committee<br>-Veteran Teacher Support Committee<br><br>Agendas,<br>Attendance Records,<br>Meeting Minutes |

## ACTION PLAN      2015-2018      The Collaborative to Support Initially Licensed Professionals

| STRATEGIES                                                                                                                                                                                    | BENCHMARK DATES                                      | RESOURCES REQUIRED        | PERSON(S) RESPONSIBLE | MEANS OF EVALUATION                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------|-----------------------|----------------------------------------------------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                                                      |                           |                       |                                                                |
| 04.01.05    To utilize Web 2.0 tools to enhance effective operations and communication networks among stakeholders.                                                                           | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Open source web resources |                       | Workshop records,<br>Meeting minutes,<br>Other special reports |

**ACTION PLAN****2015-2018****The Collaborative to Support Initially Licensed Professionals**

| STRATEGIES                                                                                                                                                                                    | BENCHMARK<br>DATES | RESOURCES REQUIRED | PERSON(S)<br>RESPONSIBLE | MEANS OF EVALUATION |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|--------------------------|---------------------|
| * The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes |                    |                    |                          |                     |

**Objective: 05.01** By the end of the 2015-2018 school year, the Collaborative will have maintained a monitoring an evaluative system for activities conducted.

|          |                                                                                                                                                                          |                                                      |                                                                                                                                                 |                                                                                |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| 05.01.01 | To create tools and/or procedures to effectively evaluate the implementation of each component of this comprehensive strategic plan.                                     | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Access to researchers who can help with survey design and with data analysis<br><br>-Ralph Evans, Director<br>-LEA Representatives<br>-Partners | Completed tools and/or procedures,<br>Meeting minutes,<br>Documented resources |
| 05.01.02 | To create surveys, rubrics, feedback responses, reflection forms, etc.                                                                                                   | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Technical support from partners<br><br>-Ralph Evans, Director<br>-LEA Representatives                                                           | Completed documents                                                            |
| 05.01.03 | To identify a target group of BTs in each LEA in the Collaborative and follow the target groups professional development -- focus interviews, telephone interviews, etc. | 2015/11/06<br>2016/01/21<br>2016/03/18<br>2016/06/03 | Targeted BTs, Interviews, Surveys<br><br>-Ralph Evans, Director<br>-LEA Representatives                                                         | Results of data collected and analyzed                                         |